



Official letterhead of organisation or person

_____Current date_____

Letter of Referral for _____Name of student applicant_____

To Whom it May Concern

My name is _____Name of referee_____ and I am the _____Role or position_____ of the _____Name of
Institute/Organisation/Community group_____.

I am writing to verify that _____name of student_____ has been true and accurate in their description
of their current situation and is in need of financial support.

I confirm that _____name of student_____ is not receiving financial support through another
organisation or channel, and understand that if they are found to be doing so, they may be
ordered to return the money.

Please do not hesitate to contact me further if need be.

Regards

_____SIGNATURE HERE_____

_____Name of referee_____

_____Contact email_____

_____Contact number_____